

Statewide Rollout Meeting Minutes

May 3, 2002 - 8:30 - 10:00am - Albemarle CR 1112

Attendees (absences noted):

Gary Imes	IT Section		Mark Robeson	Lee-Harnett	
Jean Revenew	IT Section	(absent)	Art Eccleston	Director's Office	
Betty Cogswell	IT Section		Rick Debell	Budget Office	(absent)
Susan Brown Ward	IT Section	(absent)	Jim Ryals	DIRM	(absent)
Hampton Carmine	IT Section	(absent)	Shawn Holland	DIRM	
Deborah Merrill	IT Section		Rick Olson	DIRM	
Anita Curtis	IT Section	(absent)	Bleecker Cooke	Maximus	
Sharon Smith	Contract Adm.	(absent)	Joyce Sims	EDS	
Mary Tripp	Program Acct.	(absent)	Sharlene Brown	EDS	
			Cathy Bennett	EDS	(absent)

Visitors: None

1. Review and Approve Minutes

The minutes of the April 19 meeting were approved for posting to the IPRS web site. Minutes from the February 22 and March 22 meetings are unavailable and will not be completed.

2. Contracts

• MOA - New Area Programs

- The Division has decided that the maximum advance that can be requested by an Area Program will be equal to 2/12's of their allocation. An Area Program may request an additional advance, however, the Controller's Office will require more detail. Those specific requirements are now being developed and will be distributed when complete.
- The end date for the "New Area Program MOA" was changed to June 30, 2003, regardless of the phase during which the Area Program migrates to IPRS.
- Regarding a Phase I Area Program's compliance to the terms of the MOA, they will be required to use IPRS to submit their Medicaid and IPRS claims in one of the three Checkwrites in September 2002 (i.e., 9/6, 9/13, 9/20).

- **MOA - Pilot Area Programs** - This MOA has been drafted with the latest version of the "MOA for New Area Programs" and is being reviewed for final changes.

3. State Plan

- The Target Population Groups are being finalized. Early Childhood Intervention (ECI), Adult and Child Substance Abuse and Child and Family are scheduled to be completed by May 10, 2002. The plan is to publish them by May 17, 2002 if approved by Division Management.
- Gary Imes has become a member of the DMH/DD/SAS State Plan Project Team.
- Mark Robeson asked about IPRS capability to provide direct provider enrollment for non-state entities that do not have access to CNDS. Gary said that the question was one that would be answered through the legislative and policy making process, and that IPRS would not be a roadblock to supporting such an initiative. Bleecker mentioned that the MMIS+ Rebid process is addressing the need for access to CNDS and IPRS by direct providers.
- The new revised State Plan is due to be published by July 1, 2002.

4. Program Accountability

- Shawn Holland sent an email to Art Harris outlining the procedures (in the form of a checklist) for establishing new procedure codes.

5. HIPAA

- The Service Code Task Force will be discussing IPRS functionality and requirements related to the need to develop all appropriate service codes to support DMH/DD/SAS clients. The group recognizes that 100% compliance will be pushed well into the future. Concerns related to submitting "non-compliant" codes continue.

- DMA has established a schedule for meeting HIPAA compliance targets. The key milestones are October 2002, May 2003 and October 2003.

6. Implementation Planning

- All APs have signed the TPA except Mecklenburg and Wayne. Any Area Program wanting to cancel the contract can do so by making a formal request to EDS. EDS has agreed to forward AP TPA legal concerns to their legal department who will deal directly with the legal staff representing the AP.
- EDS e-mailed the Technical Environment Assessment to the Phase I Area Programs on May 2, 2002. Any Area Program not wishing to complete the Assessment can do so by formally notifying EDS and Betty Cogswell.
- CNDS support of Area Programs IPRS client eligibility and enrollment responsibilities. A joint meeting of DMH, CNDS and EDS was conducted to discuss Area Program and Division requirements for training and testing associated with IPRS implementation. Agreement was reached and the CNDS team will contact ITS regarding resources (and cost) needing to support IPRS. If the cost is not prohibitive, the Division will have its own CNDS training/testing region.
- Betty and Rick are working with Joyce and Sharlene from EDS to develop a detailed plan for IPRS implementation. The plan is being designed for use as a template for each of the four phases of implementation and will be the basis for each Area Program's migration to IPRS.

The Division will work with each Area Program to refine the "template plan" into one where they will specify the start and finish dates for each task they must complete (they'll choose within a range bounded by the earliest possible start date and latest possible finish date for each task).

The first "meet me" call for Phase I Area Programs is scheduled for May 6 at 3:00pm. Betty will update the group on key implementation tasks and share with the Area Programs how the detailed project plan (the template) for Phase I implementation is being developed and how it will be refined for their organization. Each AP will also be asked to discuss what they are doing to prepare for implementation, what their current implementation plans are and to identify any issues that have arisen.

7. Training

- Neuse Area Program plans to conduct IPRS Session 1 training with their staff today, May 3, 2002.
- Mark Robeson asked about CNDS Privacy. Betty and others responded that IPRS protects sensitive client information and insures that other DHHS divisions have no access whatsoever.

8. IPRS Operations Support

9. Issues for the IPRS Steering Committee

10. Other

11. Other Meetings -

- Division IPRS Workgroup May 14
- IPRS Implementation Steering Committee May 15
- FARO May 20-22

Next Meeting
May 17, 2002, 8:30am, Albemarle CR 1112